

## EXECUTIVE ORDER NUMBER TWENTY-FIVE

**WHEREAS,** state agencies are charged with the responsibility of performing their assigned functions as efficiently and effectively as possible to achieve maximum results for Iowans; and

**WHEREAS,** state agencies are authorized to contract for services that promote the policies of the agency and serve the best interest of Iowans; and

**WHEREAS,** services contracting has become a major category of expenditures as the operations of state government have become increasingly complex; and

**WHEREAS,** to maintain public confidence, every reasonable effort must be made to ensure that public funding commitments for service contracts are obtained at the best value and are subject to appropriate oversight:

**NOW, THEREFORE,** I, Thomas J. Vilsack, Governor of the State of Iowa, hereby declare my commitment to provide Iowans with the most efficient and effective state services available by directing state agencies to participate in the state service procurement program outlined in this Order. I hereby order and direct that:

1. Executive Order Number 60, issued by Governor Terry E. Branstad on May 19, 1997, is rescinded.
2. All agencies in the executive branch of state government shall procure services in accordance with Iowa Code §§ 8.47 and 18.3, and all administrative rules developed in accordance with the Iowa Accountable Government Act.
3. All agencies in the executive branch shall procure services in a manner that facilitates cooperative service purchasing across state government whenever possible. The goal of this enterprise-wide approach shall be to reduce waste, duplication, and inefficiency in procurement of services across state government, and to achieve the best value for public fund expenditures.
4. All agencies in the executive branch of state government are encouraged to consider purchasing services from targeted small businesses in accordance with the provisions of Iowa Code §§ 73.15 through 73.21.
5. All agency employees who engage in contracting for services shall receive procurement training from the Department of Personnel, in partnership with other state agencies. The agencies designated by the governor's office to provide procurement training shall develop programming that addresses issues pertinent to service contracting, which shall include, but not be limited to, competitive selection, contract development, contract negotiation, performance measures, and contract monitoring.

- 6. Upon request, the Department of General Services may assist state agencies that contract services by managing the selection process, and providing technical advice or facilitating the selection process.
- 7. Agencies are encouraged to submit to a periodic review by the state auditor of service contracting procedures to assess whether the agency is compliant with Iowa Code §§ 8.47 and 18.3, and all administrative rules developed in accordance with the Iowa Accountable Government Act.

**IN TESTIMONY WHEREOF**, I have hereunto subscribed my name and caused the Great Seal of Iowa to be affixed. Done at Des Moines this 4<sup>th</sup> day of June, in the year of our Lord two thousand two.

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THOMAS J. VILSACK  
GOVERNOR

ATTEST:

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CHESTER J. CULVER  
SECRETARY OF STATE